**Superintendent/Executive Regional Directors**

**Weekly Team Meeting**

**August 22, 2013**

**8-9:30am**

**Guiding Question:** How do we become a Professional Learning Community (PLC) as we meet the five district goals and implement the 21st Century Model of Education?

**Long-term targets:**

* Be a professional learning community (PLC) by consistently and fully implementing PLC procedures and structures throughout the district
* Meet the five District goals
* Implement the MCPS 21st Century Model of Education
* Integrate the Montana Common Core States Standards in English Language Arts and mathematics across the district
* Collaborate with UM and other community stakeholders to implement goals of SHAPE P-20 grant

**Short-term targets for this meeting:**

* Determine team for IB visitation to Colorado
* Determine what funding source to pay for substitutes for Summit for Healthy Children
* Review and revise year-long K-12 Leadership PLC - REVIEW DRAFT 2
* Review PEP can project proposed by Teresa Jacobs

**Roles for this meeting:**

* **Facilitator/Time Keeper** - Mark
* **Agenda Setter**/**Note taker** - Heather
* **Reading** - Karen

**AGENDA**

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| **TIME** | **ACTIVITY** |
| **8:00-8:05** | Review and revise agenda |
| **8:05-8:15** | Reading  *Practice Perfect* – active practice is not something that teachers regularly engage in as performance professionals do. Teachers listen, reflect, discuss, and debate, but they do not practice. |
| **8:15-8:20** | Review norms and reciprocal commitments   * Ensure principals are communicating the importance of being on time (start on time/end on time) to staff * Need to process through the mutual commitments between ERDs and Principals |
| **8:20-8:25** | Determine team for IB visitation to Colorado   * Intent was to send scouts to make determinations about moving forward with IB; * L&C has already made the decision to move forward; * Tie between IBCC at Big Sky and CTE, will look to send Mark on visit with Perkins professional development funding. * All K-5 schools need to have a goal, a purpose, a direction (eg IB, dual language immersion, PLTW, etc) to be on the cutting edge |
| **8:25-8:30** | Determine what funding source to pay for substitutes for Summit for Healthy Children   * Use 21st Century funding to cover the estimated $3850 cost for subs; ***Karen*** will have Carol/Dan Parrish send budget code to principals? |
| **8:30-8:45** | Review and revise year-long K-12 Leadership PLC - REVIEW DRAFT 2   * 6 power standards * Learning targets * Dates/timeline * Weekly principal meetings   Review DRAFT 3 of year long plan in two weeks Supt/ERD meeting;  Review Sept 24, 2013 Agenda at Supt/ERD meeting in two weeks;  Nov/Dec District Level SMART goals completed; Jan/Feb building-level SMART goals completed by building leadership teams; Mar/Apr team-level SMART goals as part of spring goals conferences |
| **8:45-8:55** | Review PEP can project proposed by Teresa Jacobs  Heather will schedule meeting with Alex/Heather to meet with Teresa |
| **8:55-9:10** | Address other items not on agenda   * Mark will schedule meeting w/ Alex and candidate for Dir of Tech/Comm * Regional PLC focused on Data Wise, include Asst Principals, Deans? On ERD agenda for next week |
| **9:10-9:20** | Conclude meeting with a summary and determine items for next meeting agenda   * DRAFT 3 of year long plan * Plus/Delta on First day of school * Strategic plan “picture”: Thematic Academies (Mark/Karen) and PLCs (Karen) * Dual language immersion next steps; opportunity for school teams to learn more |
| **9:20-9:30** | Plus/Delta   * What went well? What might we do differently? * How did we do with following our norms?   PLUS   * Had difficult conversation in respectful way * Highly organized * Follow agenda * Got through agenda   DELTA   * Leave more time to talk about burning issues (30 minutes?); emergent issue from HR may have taken that additional 10 minutes |